FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00147256-B **Type of Permit:** FILMING **Release Date:** 01/22/2019

Production Company ARTS AND SCIENCES DEPARTMENT LLC

Insured Company Name ARTS AND SCIENCES DEPARTMENT LLC

Contact Phone No. 1 323-432-1313
Contact Phone No. 2
Fax
Address 827 HILLDALE AVE
WEST HOLLYWOOD, California 90069

Production Title STITCH FIX

Type of Production Commercial - Standard

Producer Sam McGarry

Director Seean Meehan

1st AD Chuck Conner

Production Manager N/A N/A

FilmL.A. Coordinator CJ Leavens

Location Manager Ed Lippman
Primary Phone Mobile - 213-706-5166
Secondary Phone

Location Assistant TBD TBD
Primary Phone Mobile - 213-500-7515
Secondary Phone

Fees

LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$190.00
FILMLA NON-REFUNDABLE FILM PERMIT RIDER FEE	$109.00
LA CITY DEPT OF REC AND PARKS CATERING 1-74 PERSONS	$225.00
LA CITY DEPT OF REC AND PARKS MONITOR REPORTING FEE	$76.00

Total Permit Fee $600.00

Number of Locations 1

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Summary Information — Location

Permit Number	F00147256-B	**Location Manager**	Ed Lippman
Production Company	ARTS AND SCIENCES DEPARTMENT L...	Primary Phone	Mobile - 213-706-5166
Insured Company	ARTS AND SCIENCES DEPARTMENT L...	Secondary Phone	
Production Title	STITCH FIX		

Location Address 2427 4th Ave, Los Angeles, CA, 90018

Location Type Private Residence

Prep Dates 1/22/2019 - 1/22/2019 07:00 - 19:00 1 day

Film Dates 1/23/2019 - 1/23/2019 07:00 - 22:00 1 day

Strike Dates 1/24/2019 - 1/24/2019 07:00 - 19:00

Open or Closed to the Public Closed

Generic Conditions

*Certain service and personnel fees required by jurisdictional agencies are not collected by FilmL.A. Any such fees must be paid directly to the appropriate agency, and a separate invoice will be provided to the permittee.
*LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
Community Survey Obtained
Equipment staging and vehicles may park on one side of the street only.
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic

Please see attached documents
63952 BENNY H POTTER (002).pdf
West_Adams_Avenues_August-2018_js.pdf

Equipment on Location

Type	Quantity
5 or 10 ton trucks	3
Cast/Crew vehicles	60
Cube Trucks	4
Generator	1
Motor Homes	2
Vans	3

Personnel on Location

Type	Quantity
Cast	5
Crew	55
FilmL.A. Monitor (s)	1
Rec & Park Monitor required	1
Spot Check	1

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Filming Activities Interior Dialogue;

Jurisdiction **Political:** Los Angeles City - Council District 10 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Thomas Guide **Page:** 633 **Grid:** G6

Approvals LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE Isabel Aguilar

Coordinator Note LA City Fire - Church/School Parking Fire Walk Through - Spot Check Approved per Inspector Anderson

Coordinator Note FilmLA Monitor required
1/22 0600-1900 (13 hours)
1/23 0600-2200 (16 hours)

Coordinator Note
Rec and Park Monitor required for catering location 1/23 1000-1500 (5 hours)

Coordinator Note Rider B created to add park catering to location.

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Other Location
3320 W Adams Blvd, Los Angeles, CA, 90018

Parking Notes
Basecamp in posting

Benny H Potter location - catering 1/23 1000-1500

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

BENNY H POTTER PARK

- **OK TO CATER AT BENNY H POTTER/2ND AVE ON 01/23/2019 (SEE PLOT PLAN)**
- **PRODUCTION MAY NOT FILM ONSITE AT ANY TIME.**
- **OK FOR CATERING TRUCK, CATERING CUBE TRUCK FOR SUPPORT,**
- **OK FOR TABLES, CHAIRS AND POP UP TENTS SETUP, NO STAKING AT ANYTIME.**
- **PRODUCTION DOES NOT HAVE EXCLUSIVE USE OF THE PARKING LOT.**
- **OK FOR TABLE CHAIRS AND POP UP TENTS SETUP NO STAKING AT ANYTIME.**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- **Pyrotechnics, explosions, stunts and special effects may be considered on a case-by-case basis for exterior use only and requires approval by LAFD and the Park Film Office. Any special effects that may cause damage to the interior/exterior of cave integrity are not permitted.**
- **Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.**
- **Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.**
- **No simulated sex allowed on Park property.**
- **No nudity allowed on Park property.**
- **Film permits do not provide exclusive use of a park or recreation area.**
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible

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unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.

- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking: No Smoking unless in designated area
- No smoking on trails.
- Fire extinguisher required for generators on site.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

F-147256
ARTS & SCIENCES DEPARTMENT, LLC /STITCH FIX
(BENNY H POTTER)

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SPECIAL FILMING CONDITIONS
WEST ADAMS AVENUES

The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.

The West Adams Avenues is a residential neighborhood of stately homes that are popular as filming locations. It is bordered by Adams Boulevard on the south, Arlington Avenue on the east, Crenshaw Boulevard on the west, and the Santa Monica (10) Freeway on the north.

- **FilmL.A., Inc. will evaluate all requests for permits in this area using the following criteria:** Frequency of filming per block near the requested location and parking areas – Duration and frequency of recent filming – Proximity of concurrent filming activities – Historical use – Recent problems or complaints – Number of filming days requested – Proposed activities (effects, excessive noise, cranes, etc.) – any other criteria that may be relevant to the specific situation. **NO PERMITS FOR THIS AREA SHOULD BE ASSUMED TO BE AVAILABLE WITHOUT THE ABOVE REVIEW.**

- **Affected residents must be notified at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation. The notification must be done in English and Spanish and include prepping and striking activities.** Permit requests must be submitted at least three (3) days in advance.

- **Production companies must contact The West Adams Avenues Association representative as soon as possible prior to filming or set preparation.** The current contact is Ms. Donna Jones cell (213) 705-3336 or home (323) 734-6473. Email – westadamsdonnaj@gmail.com

- **Production companies may not arrive in the area prior to 7:00 a.m. and must depart no later than 10:00 p.m.** An extension of the standard filming hours requires that affected residents be surveyed to identify neighborhood concerns and the approved hours and days but must be specifically indicated on the permit.

- **Parking of production vehicles in the 2500 block of 4th Avenue is limited to 150' preferably in front of the location being filmed. Additional posting/parking on 4th Avenue will require that the residents be surveyed and parking be provided for those residents that are displaced. Posting/parking on 25th Street between 3rd and 4th Avenue is allowed on only one side of the street. Additional posting/parking is allowed on Adams Boulevard.** Film company vehicles shall not interfere with gardeners' activities, trash pick-up, safe use of the street or access to resident driveways, unless approved by the affected residents.

    - **No coning off parking spaces prior to the actual permitted filming activities (this includes the night before the film shoot)**
    - **Posting/parking on street cleaning days is discouraged unless prior arrangements have been made with the Permit Authority to relax parking enforcement restrictions (street cleaning days are on the west on Wednesday and on the east side on Thursdays).**
    - **Production companies must provide temporary signs for any city signs that become blocked by equipment vehicles (i.e. Stop signs).**

- **Filming on weekends or holidays (prep & strike are allowed) is generally prohibited unless affected residents are surveyed to identify neighborhood concerns and the Permit Authority feels that they can be properly addressed.**

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- **No more than one filming permit shall be issued for any one filming date on 4th Avenue.**

- **No parking in blue handicap posted/painted areas.**

- **Cast and crew are prohibited from parking on area streets.** Off-street parking must be provided for personal vehicles. **Here is a list of suggested parking lots:**
    - HCID Parking lot (2375 W. Washington Boulevard) - Contact FilmL.A Production Planning
    - HCID Parking lot (4314 W. Adams Boulevard– cast/crew only) - Contact FilmL.A Production Planning
    - Holman United Methodist (Adams Boulevard & 4th Avenue)
    - Polish Parish (Adams Boulevard & 5th Avenue)

- **Craft services, food preparation tables and dining tables are prohibited on sidewalks or parkways and must be contained to private property. Craft services/crew meals will be allowed at Benny Potter Park with prior permission from the Rec. and Park Film Office.**

- **A FilmL.A. Monitor will be assigned to encourage compliance with the permit and conditions.** The Monitor will generally arrive at the designated location 1 hour prior to the permit start time to note proper arrival time and remain with the production company during all filming-related activities and ensure proper departure time.

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